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WORKING ALONE ON THE RETAIL WINDOW

This FORM is to be used to report the times you had to work by yourself on the Retail Window. The only way the Union can fight this issue is to be made aware of it.

FILL OUT THIS FORM

I (*NAME*) _____ was the only **CLERK**
working the Retail Window at (*STATION NAME*) _____
on (*DATE*) _____ from (*TIME: AM/PM*) _____
to (*TIME: AM/PM*) _____ for a total of _____ hrs. _____ min.

Write Statement (below): _____

There were approximately _____ customers in line that had to wait to be served.

Signature: _____

FULL EIN#: _____

Please give this form to your APWU Steward, Chief Steward or FAX to the Union Office at (610) 522-4533.